

FOR OPPORTUNITIES IN RHODE ISLAND STATE GOVERNMENT

Description of Position	TITLE OF POSITION: MAINTENANCE PERSON (FLOATER)	CLASSIFICATION CODE: 00339700
	SALARY RANGE: 25451-27404 (00309A)	REFERENCE POSITION NO.: 2090-50200-229
	Department or Agency Name EXECUTIVE	APPLICATION PERIOD: 7/7/03-7/13/03
	Division/Section/Unit MILITARY STAFF, MAINT OF FED BLDGS	
	Assignment(s) / Comments FLOATER - NO KINGSTOWN, COVENTRY, NO. SMITHFIELD . COMPRESS WORK WK SUBJ TO CHANGE	
	Shift and Days: TUES-FRI 7:00AM-5:30PM	Job Location: N KINGSTOWN
	Restrictions/Limitations: LIMITED TO FEDERAL FUNDING 09-30-03	
	Position Covered By Collective Bargaining Union Agreement Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
	Name of Bargaining Unit Union: COUNCIL 94, LOCAL 2886	
	There is <input type="checkbox"/> is not <input checked="" type="checkbox"/> a Civil Service List for this position	See A/B or Both for Specific Instructions
NOTE: If there is a list, only candidates who have taken the exam and are reachable should apply.		
General Information to Candidate	INSTRUCTIONS: A. STATE EMPLOYEE LATERAL BIDDER: Bids are now being accepted for the position(s) indicated. If you are currently in this classification and wish to bid, please complete fully the CS-14 Application Form; and RIEEO 378 Affirmative Action Card. Remember to include, either <u>on the application</u> or <u>within a cover letter</u> , both the File Position Title and Number. Most Important - Please include the following information: <ul style="list-style-type: none"> The title of the position for which you are applying Name of department where you are currently employed Title of your present position and date you entered it Your business telephone number Date you entered State service Present Union Affiliations *** In certain agencies, bargaining union applicants will receive preferential consideration according to contract. B. NON INCUMBENT/NON STATE EMPLOYEE APPLICANT: If indicated above that no civil service list exists for this position, you need not be in the class of position, or be in State service to apply. All information requested on the application form must be furnished. The information you give will be used by the agency Personnel Office to determine your qualifications. If an item does not apply to you, or if there is no information to be given, write in the letters "N.A." for Not Applicable. If you fail to answer all the questions on the application form, you may delay consideration of your application. C. AMERICANS WITH DISABILITIES ACT (ADA) PROVISIONS: <ul style="list-style-type: none"> Reasonable Accommodations: If an applicant is unable to perform any essential job functions because of his/her disability but can achieve the required results by means of a REASONABLE ACCOMMODATION, then the individual shall not be considered unqualified for therefore the position. Medical Information: Any medical exams required for this position will be performed after a conditional offer of employment has been made in accordance with the Rules/Regulations of the Americans with Disabilities Act (ADA). 	
	DUTIES / RESPONSIBILITIES: REFER TO ATTACHED JOB SPECIFICATIONS. Install and maintain plumbing fixtures, steam lines, steam heating and equipment. Install electrical circuits, plugs, lighting equipment; repair and recondition various types of equipment. Operate lathes, millers, drills and other machine shop equipment. Paint buildings, walls or other surfaces. Perform masonry work in connection with buildings, foundations, walks and wells. Repair doors, framing, furniture; to fabricate and install temporary partitions; to operate and maintain wood lathes, sanders, joiners, power saws, planers and related power and hand tools. Make repairs to roofs and install flashing and spouts. Perform repairs to refrigeration and air conditioning equipment. Weld and braze metals by use of arc and acetylene welders. To accomplish other work related assignments.	
	EDUCATION / EXPERIENCE / SPECIAL REQUIREMENTS: (A class specification describing the duties of the position and the minimum qualifications will be furnished upon request.) Education: Such as may have been gained through graduation from high school or GED equivalent. Experience: Such as may have been gained through: Employment in building and plant maintenance work, which has involved at least two (2) years of building, electrical or mechanical trades, <u>or</u> , any combination of the above education and experience. Special Requirements: Must possess and maintain a valid State of Rhode Island Driver's License. At time of appointment, must be physically qualified to perform work assignments as certified by the State appointed physician. Refer to attached job specification for additional special requirements.	
	Apply within the application period as shown on this announcement. NOTE: Some State union contracts allow a 3 day grace period for receipt of CS-14 application or bid. This Office does not assume responsibility for applications sent through the mail. SEND RESUME or CS-14 Application to: EXECUTIVE MILITARY STAFF ATTN: SUE JAY 2841 SOUTH COUNTY TRAIL EAST GREENWICH, RI 02818 Telephone #: 275-4648 Fax #: 275-4691 TTY/TDD #: 462-7105 (Telecommunication Device for the Deaf)	
		

STATE OF RHODE ISLAND IS AN EQUAL OPPORTUNITY/DIVERSITY EMPLOYER

UNCLASSIFIED
CLASS TITLE:
CLASS CODE: 00339700
PSN #00229 GRADE: 00309 A

MAINTENANCE PERSON

LOCATION: NORTH KINGSTOWN, COVENTRY AND NORTH SMITHFIELD (FLOATER)
(Host Location – Quonset. Work assignments will alternate between locations as indicated above.)

SCOPE OF WORK: To perform various skilled and semi-skilled tasks in the maintenance of machinery, buildings and equipment; to perform skilled work of a journeyman level in several trades; and to do related work as required.

SUPERVISION RECEIVED: Receives general direction and instructions from a superior with wide latitude for the exercise of independent judgement; work is reviewed on completion.

EXAMPLES OF WORK PERFORMED:

Install and maintain plumbing fixtures, seam lines, steam heating and cooking equipment.
Cut, thread and install pipe for steam water lines.
Install electric circuits, wall plugs and lighting equipment; to repair and recondition fans.
Make repairs and adjustments to laundry washing, drying and pressing machinery; to supervise helpers in the oiling and greasing of the equipment.
Operate lathes, millers, drills and other machine shop equipment.
Paint buildings, walls or other surfaces.
Masonry work in connection with buildings, foundations, walks and wells.
Repair doors, doorframes and furniture; to fabricate and install temporary partitions; to operate and maintain wood lathes, sanders, joiner, power saws, planers and related power and hand tools.
Make repairs to roofs and install flashing and spouts. Make repairs on refrigeration and air conditioning equipment.
Weld and braze metals by use of arc and acetylene welders.
To accomplish other related work assignments.

KNOWLEDGE, SKILLS, AND CAPACITIES: Must have a working knowledge of the standard practices, materials, tools and processes involved in trades related to general building maintenance; working knowledge of the operation of mechanical equipment; a working knowledge of the use of common tools and materials; the ability to make varied repairs without supervision; the ability to supervise a small group of helpers; the ability to work from pencil sketches/diagrams and related capacities and abilities.

SPECIAL REQUIREMENTS:

Obtain a military driver's license (a State of Rhode Island driver's license is mandatory).
Obtain a secret clearance for access to flightline.
Obtain DOD certification for use of the following equipment:

Military Roll-Over Snow Plow Ten (10) Ton Dump Truck Five (5) Ton Dump Truck

At time of appointment must be physically qualified to perform work assignments as evidenced by a physician's certificate.

EDUCATION AND EXPERIENCE: Such as may have been gained through completion of twelve (12) school grades or G.E.D. equivalent. Such as may have been gained through employment in building and plant maintenance work, which has involved at least two (2) years of building, electrical or mechanical trades.

DATED: 3/24/03
REVIEWED/REVISED: 5/9/03